

# REQUEST FOR PROPOSALS

## CLEAN WATER ACT SECTION 319(h) GRANTS

### INTRODUCTION

The Nevada Division of Environmental Protection (NDEP) seeks proposals for projects and programs to reduce nonpoint sources of pollution within the state. Selected proposals will be awarded federal funds available under Section 319(h) of the Clean Water Act (CWA). Selected proposals will be administered by the Nevada Nonpoint Source Pollution Management Program (NPS Program). Proposals will be accepted for consideration until **November 7, 2008**. Approximately \$800,000 in federal grant funds is available; state and local governments as well as nonprofit organizations are eligible to apply.

Congress established the national NPS Program with passage of the 1987 amendments to the CWA. Although some progress has been made over the past years, NPS pollution continues to be the primary cause of water quality impairments throughout Nevada and the nation. In recent years, the U.S. Environmental Protection Agency (USEPA) has increased the NPS Program's focus on 303(d)-listed waters, emphasizing the development and implementation of Total Maximum Daily Loads (TMDLs) to help solve water quality problems at the watershed level. Information on the national NPS Program is available online at: [www.epa.gov/OWOW/NPS/](http://www.epa.gov/OWOW/NPS/). Nevada's 2004 303(d) Impaired Waters List is available online at: [ndep.nv.gov/bwqp/303dlist.htm](http://ndep.nv.gov/bwqp/303dlist.htm). Additional information regarding Nevada's TMDL program is available online at: [ndep.nv.gov/bwqp/tmdl.htm](http://ndep.nv.gov/bwqp/tmdl.htm).

### FUNDING DESCRIPTION

The following guidelines are based on USEPA guidance documents and NPS Program priorities. Applicants are encouraged to show a strong sense of collaboration and partnership with other state and local agency agendas for water quality improvement. Most importantly, all proposed projects should have measurable environmental results.

1. **What types of funds are available?** Two types of 319(h) funds are available: Base and Incremental.
  - a. **Base Funds.** Base funds are the traditional 319(h) program funds that can be used for a variety of NPS-related projects. Examples of base-funded projects include: demonstration and evaluation of Best Management Practices (BMPs); public education programs on NPS pollution management; programs that focus on the protection of threatened waters, source water or other high-priority unimpaired waters; and monitoring and assessment associated with an implementation project. Approximately \$200,000 in base funds are available as part of this RFP.
  - b. **Incremental Funds.** Incremental funds are essentially applied toward TMDL or watershed plan implementation projects (restoration projects). The overall goal of these projects is to restore waters that are on Nevada's 303(d) List of Impaired Waters. To qualify for 319(h) incremental funding, restoration project proposals must implement TMDLs or watershed-based plans that satisfy USEPA's requirements (see [Attachment A](#) for additional information on the "nine required elements"). Projects may focus on restoration at the watershed scale. Approximately \$600,000 in incremental funds are available as part of this RFP. Requirements for specific watersheds are as follows:
    - i. *Lake Tahoe Basin Projects* – must implement components of the Environmental Improvement Program.

- ii. *Las Vegas Wash Projects* – must implement components of the Las Vegas Wash Comprehensive Adaptive Management Plan.
- iii. *Carson River Basin Projects* – must implement components of the Carson River Watershed Plan.

**Note:** If an agency has developed a TMDL implementation or watershed-based management plan for other 303(d)-listed waters, the plan may be submitted concurrently with any proposals for projects affecting those waters. Applicants must document how the plan meets USEPA’s “nine required elements” (see [Attachment A](#)). Upon review and approval of the plan by NDEP, these proposals will be considered for 319(h) funding.

2. **Who is eligible?** The following agencies and organizations are eligible to apply for and receive 319(h) funds:

- a. State and local governments
- b. Interstate and intrastate public agencies
- c. Public and private nonprofit organizations
- d. Educational institutions

3. **What activities are eligible?** The following activities qualify for 319(h) funding under this particular RFP:

- a. Direct implementation of Best Management Practices (BMPs) or demonstration of new and innovative BMP technologies;
- b. Training and/or technical assistance to landowners regarding BMP installation and/or maintenance;
- c. Monitoring to measure project/BMP effectiveness;
- d. Education to raise the level of public awareness about NPS pollution and its effect on water quality;
- e. Urban stormwater activities (including Low Impact Development) that are not specifically required by a draft or final National Pollutant Discharge Elimination System (NPDES), Phase I or Phase II Stormwater permit; and
- f. Special projects that meet one or more of the state priorities identified on [Page 4](#) (Section 3.b.)

4. **What activities are not eligible?** The following **do not** qualify for 319(h) funding under this particular RFP:

- a. General planning, assessment, research or TMDL development activities;
- b. Activities related to specific requirements of a draft or final NPDES, Phase I or Phase II Stormwater permit; and
- c. Ambient monitoring or monitoring to determine if a waterbody is impaired.

## IMPORTANT CONSIDERATIONS FOR APPLICANTS

1. **Contractual Agreement.** Applicants approved for 319(h) funding must enter into a legal contract with the State of Nevada. The contract forms, which include specific NDEP terms and conditions, were developed and approved by the State of Nevada and the NDEP Administrator. Applicants must be willing to accept—without revision—the language and conditions contained in the contract forms. Copies of these forms are available upon request for your review.
2. **Reimbursable Funds.** 319(h) funds are available only on a reimbursable basis. Therefore, applicants must have the ability to pay for project expenses upfront and then request reimbursement from NDEP by submitting invoices on a quarterly basis.
3. **Non-Federal Match Requirement.** The project budget must include non-federal match (cash and/or in-kind) funds of at **least 50%** of the total project cost. Letters of commitment from agencies providing cash match funds must be submitted with the proposal. Refer to the [Detailed Application Instructions](#) beginning on page 5 for more information.
4. **Monitoring and Maintenance.** Proposals must include a plan for monitoring and (if applicable) maintaining the project ([see Page 6](#)). Installed BMPs must be properly operated and maintained for the intended purpose(s) over the expected lifespan of the practice(s). The proposal workplan should identify the expected lifespan of each practice and outline an appropriate inspection and maintenance schedule. *Be sure to include monitoring and maintenance costs in your project budget.* If appropriate, provisions must be made for operation and maintenance of the project to be carried out after the official contract expires.
5. **Permits.** Permits may be required for some implementation projects. If applicable, be sure to allow sufficient time and funds to obtain the permits required for your project. See [Attachment B](#) for more information.
6. **Liability Insurance.** Additional liability insurance requirements are imposed on independent contractors and/or subcontractors. If you anticipate hiring an independent contractor (i.e., consulting firm or private business) to complete all or a portion of the proposed work, please contact the NPS Program staff for additional information (see contact info on [Page 4](#)).
7. **Final Report.** The grantee must submit a detailed final report to NDEP for approval prior to the contract expiration date. NDEP reserves the right to withhold payment of the final invoice until an acceptable final report is received. Be sure to include final report preparation costs in the project budget and allow sufficient time to prepare and, if necessary, revise the final report.

## PROPOSAL SELECTION PROCESS

1. **Timeline**
  - a. **Proposal Deadline.** Proposals must be received no later than 5:00 pm PST on Friday, November 7, 2008.
  - b. **Proposal Review & Selection.** The committee will review proposals during the period from November 10, 2008 through December 31, 2008.
  - c. **Award Notification & Contract Development.** The committee will notify grant award recipients and develop the contract documents after January 5, 2009.
2. **Proposal Submittal Instructions.** You must submit your proposal in both hardcopy and electronic formats.

- a. **Hardcopies.** Submit five (5) hardcopies of your proposal to:

Nevada Nonpoint Source Pollution Management Program  
Nevada Division of Environmental Protection  
Bureau of Water Quality Planning  
901 South Stewart Street, Suite 4001  
Carson City, NV 89701  
Attn: Birgit Widegren

- b. **Electronic copies.** E-mail one (1) copy of your proposal in Microsoft Word and Excel format to the appropriate address listed below. *\*\*\*Relevant maps and photographs may be attached as PDF files, but the rest of the application must be in Microsoft Word and Excel format.\*\*\**

*For all proposals in the Lake Tahoe Watershed:*

Jason Kuchnicki 775-687-9450 [jkuchnic@ndep.nv.gov](mailto:jkuchnic@ndep.nv.gov)

*For all proposals outside of the Lake Tahoe Watershed:*

Birgit Widegren 775-687-9550 [bwidegren@ndep.nv.gov](mailto:bwidegren@ndep.nv.gov)

Please contact above NPS Program staff if you have any questions concerning the proposal application, or if you would like to discuss project ideas and/or project eligibility. Note that the proposal review committee may contact you for additional information and/or to request a site visit.

Project proponents will be given an opportunity to present the details of their proposal to the Review Committee the week of December 1<sup>st</sup>, 2008 at NDEP's office in Carson City, Nevada. A presentation is NOT required for a proposal to be fully considered; however, it is recommended that proponents consider giving a presentation, as it gives the Review Committee an opportunity to ask questions.

3. **Proposal Evaluation Criteria.** Allocation of available funds will be competitively determined by a proposal review committee. The following criteria will be considered in evaluating and ranking the submitted proposals.

- a. **Water quality benefit.** The proposal must clearly describe how the project will contribute to the restoration, enhancement or preservation of the ecological integrity of Nevada's waters.
- b. **State priority.** State priorities are described in the [Funding Description](#) section. Additionally, the NPS Program is interested in supporting the following types of projects:
- i. Projects that form partnerships with Nevada Question 1 Grant Program;
  - ii. Projects that include funding from the USDA Environmental Quality Incentives Program (EQIP);
  - iii. Proposals that fund projects involving one or more Conservation District(s);
  - iv. Projects with multiple partners such as agencies, nonprofit organizations and/or others;
  - v. Projects that incorporate Low Impact Development (LID) techniques;
  - vi. Projects that address urban runoff issues not required by a NPDES Phase I or Phase II permit;
  - vii. Projects that exceed the non-federal match requirement of 50% of the total project cost.

- c. **Interagency coordination.** The proposal clearly defines level of commitment from cooperating agencies and outlines the responsibilities of each.
- d. **Monitoring.** The proposal clearly defines how progress in meeting project goals and objectives will be monitored and evaluated.
- e. **Maintenance.** If applicable, the proposal clearly describes the proponent's willingness and ability to maintain the project over its design life.
- f. **Public outreach.** Public outreach/education proposals identify the target audience and outline effective outreach methods and measures of success. Implementation proposals include specific efforts to educate the public about the project and, if appropriate, transfer technology to potential users.
- g. **Cost effectiveness.** The proposal minimizes administrative, overhead and indirect costs, and equipment purchases.
- h. **Past performance.** If applicable, the performance of the applicant on previous 319(h) contracts (e.g., timeliness and accuracy of submitted reports and invoices, fulfillment of contractual obligations) will be considered.
- i. **Quality and completeness of the proposal.** Applicants **must** adhere to the detailed application instructions provided in the RFP; the quality of the proposal is considered a reflection of the quality of work that will be performed by the grantee.

#### [DETAILED APPLICATION INSTRUCTIONS](#)

Your proposal must include the following components:

##### **1. Proposal Cover Page**

- a. **Project Title.** In ten words or less, clearly identify the type of project proposed.
- b. **Lead Agency.** State the name of the entity that, if selected for 319(h) funding, will enter into a legal contract with the State of Nevada.
- c. **Primary Contact.** Provide contact information (i.e., name, title, mailing address, e-mail address and phone number) for the person who will oversee the proposed project.
- d. **Project Location.** Identify the project watershed(s) and affected waterbody(ies). Use [Attachment C](#) to identify the appropriate Hydrologic Unit Code (HUC) for the project area.
- e. **Project Summary.** In 150 words or less, provide a brief description of the project. State the water quality problem to be addressed by the project; the project goals and objectives; and activities proposed to address the problem.
- f. **Anticipated Project Start and Completion Dates.**
- g. **Fiscal Summary.** Provide the total project cost; total amount of 319(h) funds requested; and the total amount of non-federal matching funds.
- h. **Project Partners.** Provide information (including primary contact information; see item 1.c., above) for any partners involved with the project. Attach letters of support.

## 2. Scope of Work (Workplan)

- a. **Introduction and Problem Statement.** Provide a succinct description of the water quality problem addressed by the project:
  - i. Identify the waterbody(ies), NPS pollutant(s), source(s) of concern and extent of the problem;
  - ii. Summarize and reference any data that documents the problem;
  - iii. Provide pertinent watershed information (e.g., land use, human activities, ecosystem characteristics);
  - iv. If applicable, describe how the project supports an existing or planned watershed plan or TMDL; and
  - v. Provide a map that clearly delineates the project area.
- b. **Goals.** Define the overall goal(s) of the project.
- c. **Tasks.** Describe the specific project activities that will be completed:
  - i. Provide a detailed description of the methods used to complete the tasks;
  - ii. State the specific roles and responsibilities of all organizations or agencies involved with the project;
  - iii. Describe the extent of public involvement and/or awareness with regard to the project;
  - iv. Under each task description, list all deliverables produced at task completion.

## 3. Project Evaluation

- a. **Measures of Success.** Identify quantitative indices, parameters and/or criteria that will be used to measure project success.  
Example 1: Restore 50 acres of riparian zone.  
Example 2: Remove 300 square feet of impervious cover.
  - b. **Monitoring & Maintenance Program.** All proposals must include a detailed plan that includes specific methods to monitor, measure, track and/or calculate the Measures of Success (see above). Although the level of effort will depend on the scope of the project, a suitable program will incorporate an adequate balance of the following monitoring types:
    - i. *Implementation monitoring* – assesses whether activities were implemented as planned; the information provides immediate feedback on whether the project was carried out as intended and/or according to specifications.
    - ii. *Effectiveness monitoring* – is used to evaluate whether project activities resulted in the intended or desired effect. Was the project successful? Were the project goals and objectives achieved? You will be asked to summarize the results of your monitoring program in order to document the level of project success. Please note that the collection of environmental data may necessitate development of a detailed Quality Assurance Project Plan (QAPP), which must be approved by NDEP prior to data collection.
    - iii. *Vegetation monitoring* – may be a subset of either implementation or effectiveness monitoring, and is required for all projects that involve restoration or revegetation. This type of monitoring should include measurement of the following: (1) percent survival, (2) percent desirable (in most cases, native) species, and/or (3) percent cover.
    - iv. *Maintenance inspection* – involves the regular inspection of implemented BMPs to ensure that they are functioning according to specifications. This type of monitoring is required for all proposed implementation projects.
4. **Project Schedule.** Provide a schedule for which the project will operate, including the identification of key dates by when each task will be accomplished and associated deliverables submitted.

5. **Contingency Plan.** Describe alternative actions to be taken if the project cannot be completed as originally proposed.

6. **Project Budget.**

a. **Match Requirements.** All proposed projects must include non-federal matching funds of at least 50% of the total project cost (i.e., 50/50 match means that of the 100% total project cost, 50% is 319(h) funds and 50% is non-federal match). The overall project budget must distinguish between 319(h) reimbursable expenses and non-federal matching funds. In addition, separate budgets must be provided for cash versus in-kind match.

- i. *Cash match* – as defined by 40 CFR 31.3, consists of “the grantee’s cash outlay, including the outlay of money contributed to the grantee or sub-grantee by other public agencies and institutions, and private organizations and individuals.”
- ii. *In-kind match* – is any donation of time, equipment, supplies, etc., where no actual cash changes hands between the grantee and the non-federal donating organization. Use the following sources to establish the value of in-kind services (or provide other justification):
  - Current Prevailing Wage Rates for Counties, from the Nevada State Labor Commission, for construction and other types of labor, online at: [www.laborcommissioner.com/counties06.html](http://www.laborcommissioner.com/counties06.html)
  - The Nevada Occupational Employment and Wage Data, from the Nevada Dept. of Employment, Training & Rehabilitation, online at: [detr.state.nv.us/lmi/data/wages/TOC000.htm](http://detr.state.nv.us/lmi/data/wages/TOC000.htm)
  - The local Farm Services Agency (FSA) cost share rates for equipment time (hourly or daily) or the lowest of three estimates from local rental companies or contractors.

Example 1: Boy Scout troop donates 8 hrs of labor to plant seedlings.

Example 2: A company or landowner donates 300 ft of fence material.

b. **Budget Categories.** Itemize total costs for each category shown below. An example project budget is available in [Attachment D](#).

- i. *Salaries* – list the position title and base salary range for wage-earning personnel.
- ii. *Fringe Benefits* – are calculated based on gross salary and express as a percentage of the salary. Eligible costs include: federal and state unemployment tax, Workers Compensation, Medicare, retirement (Social Security tax), payroll assessment, and health insurance.
- iii. *Operating* – includes itemized expenses, such as equipment rental, printing, postage, film and photo printing, lab and/or field supplies, permit fees, and other costs directly related to completing the project.
- iv. *Travel* – expenses cannot exceed state-approved per diem and mileage reimbursement rates which now coincide with Federal GSA rates. Per diem information can be found at <http://www.gsa.gov>. Please note that the current State of Nevada mileage reimbursement rate of \$0.585/mile is subject to change.
- v. Either Indirect Cost (IDC) or Overhead – often used to fulfill match requirements, these costs can be reimbursed if the following requirements are met. *IDC* charges are only available to entities that have a negotiated *IDC rate* with their cognizant agency. *Overhead* may be expressed as a percentage of the direct costs. If you include *overhead* in your reimbursable budget, you

must itemize the specific costs included in determining your *overhead rate*. Costs associated with the following are not allowed:

- Entertainment
  - Debt
  - Finance charges
  - Interest
  - Lobbying expenses and political contributions
  - Legal and professional services
  - Staff or client relations and/or development
- vi. *Equipment* – individual item purchases of \$500 or more must be listed separately.
- vii. *Subcontract* – if applicable, separately identify all costs associated with subcontracted work on the project. All conditions described above ([Section 6](#)) apply to any subcontract.

- c. **Detailed Budget.** In order to evaluate the cost-benefit of the project, the NPS Program asks that you provide a detailed breakdown of project costs by task. Provide a detailed budget for each task, including the anticipated expenses for all budget categories listed in (b) above.
7. **References.** In alphabetical order, list citations for statements of fact included in the application/proposal. The proposal review committee may request copies of reference documents.



## ATTACHMENT A

### **Nine Required Elements of a Watershed-Based Plan**

1. An identification of the causes and sources or groups of similar sources that will need to be controlled to achieve the load reductions estimated in this watershed-based plan (and to achieve any other watershed goals identified in the watershed-based plan), as discussed in item (2) immediately below. Sources that need to be controlled should be identified at the significant subcategory level with estimates of the extent to which they are present in the watershed (e.g., X number of dairy cattle feedlots needing upgrading, including a rough estimate of the number of cattle per facility; Y acres of row crops needing improved nutrient management or sediment control; or Z linear miles of eroded streambank needing remediation).
2. An estimate of the load reductions expected for the management measures described under paragraph (3) below (recognizing the natural variability and the difficulty in precisely predicting the performance of management measures over time). Estimates should be provided at the same level as in item (1) above (e.g., the total load reduction expected for dairy cattle feedlots; row crops; or eroded streambanks).
3. A description of the NPS management measures that will need to be implemented to achieve the load reductions estimated under paragraph (2) above (as well as to achieve other watershed goals identified in this watershed-based plan), and an identification (using a map or a description) of the critical areas in which those measures will be needed to implement this plan.
4. An estimate of the amounts of technical and financial assistance needed, associated costs, and/or the sources and authorities that will be relied upon, to implement this plan. As sources of funding, States should consider the use of their Section 319 program, State Revolving Funds, USDA's Environmental Quality Incentives Program and Conservation Reserve Program, and other relevant Federal, State, local and private funds that may be available to assist in implementing this plan.
5. An information/education component that will be used to enhance public understanding of the project and encourage their early and continued participation in selecting, designing, and implementing the NPS management measures.
6. A schedule for implementing the NPS management measures identified in this plan that is reasonably expeditious.
7. A description of interim, measurable milestones for determining whether NPS management measures or other control actions are being implemented.
8. A set of criteria that can be used to determine whether loading reductions are being achieved over time and substantial progress is being made towards attaining water quality standards and, if not, the criteria for determining whether this watershed-based plan needs to be revised or, if a NPS TMDL has been established, whether the NPS TMDL needs to be revised.
9. A monitoring component to evaluate the effectiveness of the implementation efforts over time, measured against the criteria established under item (8) immediately above.

## ATTACHMENT B

### Permit Requirements for Implementation Projects

Required permits may include (but are not limited to):

1. The **CWA Section 404 Permit** for discharge and/or fill activities affecting waters of the US, administered by the U.S. Army Corps of Engineers (USACE). Additional information regarding USACE's permitting requirements is available at:

[www.spk.usace.army.mil/organizations/cespk-co/regulatory/program.html](http://www.spk.usace.army.mil/organizations/cespk-co/regulatory/program.html)

The Section 404 permit application and instructions may be downloaded at:

[www.spk.usace.army.mil/organizations/cespk-co/regulatory/pdf/ENG4345.pdf](http://www.spk.usace.army.mil/organizations/cespk-co/regulatory/pdf/ENG4345.pdf)

(You may also contact the Nevada Regulatory Office at 775-784-5304.)

2. The **Temporary Permit for Working in Waterways** (formerly known as the Rolling Stock Permit), administered by NDEP's Bureau of Water Pollution Control (BWPC). Additional information regarding BWPC's permitting programs is available at:

[ndep.nv.gov/bwpc/forms.htm](http://ndep.nv.gov/bwpc/forms.htm)

The Working in Waterways permit application and instructions may be downloaded at:

[ndep.nv.gov/bwpc/tmpwtrwy.pdf](http://ndep.nv.gov/bwpc/tmpwtrwy.pdf)

(You may also contact BWPC at 775-687-9418.)

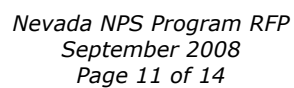
3. The **CWA Section 401 Water Quality Certification**, administered by NDEP's Bureau of Water Quality Planning (BWQP). Through this program, BWQP certifies that the proposed activity will not violate state or federal water quality standards. Additional information regarding BWQP's program is available at:

[ndep.nv.gov/bwqp/401cert.htm](http://ndep.nv.gov/bwqp/401cert.htm)

(You may also contact BWQP at 775-687-9444.)

Permit applications may require fees and/or surveys (e.g., cultural resources surveys, Threatened & Endangered Species surveys). The costs associated with applying for required permits may be included in the project budget. The project proponent may be asked to provide NPS Program staff with copies of the permit application(s) and/or issued permit(s).

## Nevada 8-Digit Hydrologic Units



ATTACHMENT C

Nevada 8-Digit Hydrologic Units

HUC#	Catalog Name
15010005	Lake Mead
15010006	Grand Wash
15010010	Lower Virgin
15010011	White
15010012	Muddy
15010013	Meadow Valley Wash
15010015	Las Vegas Wash
15030101	Havasupai-Mohave Lakes
15030102	Paiute Wash
16020301	Hamlin-Snake Valleys
16020306	Southern Great Salt Lake Desert
16020307	Pilot-Thousand Springs
16020308	Northern Great Salt Lake Desert
16030006	Escalante Desert
16040101	Upper Humboldt
16040102	North Fork Humboldt
16040103	South Fork Humboldt
16040104	Pine
16040105	Middle Humboldt
16040106	Rock
16040107	Reese
16040108	Lower Humboldt
16040109	Little Humboldt
16040201	Upper Quinn
16040202	Lower Quinn
16040203	Smoke Creek Desert
16040204	Massacre Lake
16040205	Thousand-Virgin
16050101	Lake Tahoe
16050102	Truckee
16050103	Pyramid-Winnemucca Lakes
16050104	Granite Springs Valley
16050201	Upper Carson
16050202	Middle Carson
16050203	Lower Carson
16050301	East Walker

HUC#	Catalog Name
16050302	West Walker
16050303	Walker
16050304	Walker Lake
16060001	Dixie Valley
16060002	Gabbs Valley
16060003	Southern Big Smokey Valley
16060004	Northern Big Smokey Valley
16060005	Diamond-Monitor Valley
16060006	Little Smoky-Newark Valley
16060007	Long-Ruby Valleys
16060008	Spring-Steptoe Valleys
16060009	Dry Lake Valley
16060010	Fish Lake-Soda Springs Valleys
16060011	Ralston-Stone Cabin Valleys
16060012	Hot Creek-Railroad Valleys
16060013	Cactus-Sarcobatus Flats
16060014	Sand Spring-Tikaboo Valleys
16060015	Ivanpah-Pahrump Valleys
17040211	Goose
17040213	Salmon Falls
17050102	Bruneau
17050104	Upper Owyhee
17050105	South Fork Owyhee
17050106	East Little Owyhee
17050107	Middle Owyhee
17120007	Warner Lakes
17120008	Guano
17120009	Alvord Lake
18080001	Surprise Valley
18080002	Madeline Plains
18080003	Honey-Eagle Lakes
18090101	Mono Lake
18090102	Crowley Lake
18090201	Eureka-Saline Valleys
18090202	Upper Amargosa
18090203	Death Valley-Lower Amargosa

ATTACHMENT D

Example Project Budget – Summary

**PROPOSED PROJECT BUDGET SUMMARY**

<b>CATEGORY</b>	<b>REIMBURSABLE 319(h) FUNDS</b>	<b>IN-KIND MATCH</b>	<b>CASH MATCH</b>	<b>TOTAL BUDGET</b>
Salaries*	\$17,550.00	\$10,400.00	\$5,600.00	\$33,550.00
Fringe Benefits	\$4,388.00	\$4,000.00	\$0.00	\$8,388.00
Operating	\$1,400.00	\$3,900.00	\$500.00	\$5,800.00
Travel	\$0.00	\$1,750.00	\$0.00	\$1,750.00
IDC	\$0.00	\$3,008.00	\$0.00	\$3,008.00
Equipment	\$7,500.00	\$4,500.00	\$6,000.00	\$18,000.00
Subcontract	\$10,420.00	\$1,600.00	\$0.00	\$12,020.00
<b>TOTAL</b>	<b>\$41,258.00</b>	<b>\$29,158.00</b>	<b>\$12,100.00</b>	<b>\$82,516.00</b>

**319(h) Funds = 50%**

**Match Funds = 50%**

## ATTACHMENT D

### Example Project Budget – Detail

#### PROPOSED PROJECT BUDGET DETAIL

CATEGORY	RATE	REIMBURSABLE 319(h) FUNDS	IN-KIND MATCH	CASH MATCH	TOTAL BUDGET
<b>Salaries*</b>	<b>Hourly</b>				
Project Manager	\$50.00	\$9,375.00	\$6,400.00		\$15,775.00
Project Technician II	\$50.00	\$6,500.00	\$4,000.00	\$4,000.00	\$14,500.00
Project Technician I	\$20.00	\$1,675.00			\$1,675.00
Administrative Assistant	\$25.00			\$1,600.00	\$1,600.00
<b>Fringe Benefits</b>	<b>25% of Salaries</b>				
Fringe Benefits for Salaried Employees		\$4,388.00	\$4,000.00		\$8,388.00
<b>Operating</b>	<b>Actual Cost</b>				
Materials and Supplies			\$2,000.00		\$2,000.00
Equipment Rental		\$1,400.00	\$500.00		\$1,900.00
Office supplies, printing, postage, film & processing			\$1,400.00	\$500.00	\$1,900.00
<b>Travel</b>	<b>State Rate</b>				
Vehicle mileage			\$1,750.00		\$1,750.00
<b>IDC</b>	<b>15% of TDC</b>				
Includes office space rental, utilities, and computer usage fees			\$3,008.00		\$3,008.00
<b>Equipment</b>	<b>Actual Cost</b>				
Well water pump		\$1,000.00	\$1,000.00	\$2,000.00	\$4,000.00
Solar panels		\$6,000.00			\$6,000.00
Fencing materials			\$3,000.00	\$3,000.00	\$6,000.00
Wash station		\$500.00	\$500.00	\$1,000.00	\$2,000.00
<b>Subcontract</b>	<b>Actual Cost</b>				
Site preparation & irrigation system design/installation		\$3,200.00	\$600.00		\$3,800.00
Riparian vegetation planting		\$1,520.00			\$1,520.00
Herbicide application			\$1,000.00		\$1,000.00
Laboratory sample analysis		\$5,700.00			\$5,700.00
<b>TOTAL</b>		<b>\$41,258.00</b>	<b>\$29,158.00</b>	<b>\$12,100.00</b>	<b>\$82,516.00</b>

\*Note: With NDEP approval, salary and benefit rates can be adjusted to provide for cost-of-living, merit, and/or other increases.